

EMPLOYEE TRAINING RECORD		
TRAINING TITLE Handling and Disposal of Hypodermic Needles		
<div style="text-align: center; font-weight: bold;">KEY TEACHING POINTS</div> <div style="display: flex;"> <div style="flex: 1;"> <p>HAZARDS</p> <ul style="list-style-type: none"> Punctures Infectious diseases/substances Body wastes Personal and public contact Environmental protection <p>PERSONAL PROTECTIVE EQUIPMENT</p> <ul style="list-style-type: none"> Hard hat Eye protection Gloves Safety boots/shoes <p>SAFE OPERATING PROCEDURES</p> <ul style="list-style-type: none"> Review safe practice rules for applicable equipment (including rental equipment) and perform pre-operational checks. Under no circumstances should you pick up discarded hypodermic needles with your hands. Use a litter-picker or other device. Needles can puncture leather gloves. Place hypodermic needles in a leak-proof, rigid, puncture resistant container (“Sharps Container” provided by your supervisor). YOU MAY ACCIDENTLY PUNCTURE YOUR HAND. Place the open container on the ground before attempting to put the needle inside the sharps container. Containers must be labeled as a biohazard. Do not carry or store needles in the cab of your vehicle or anywhere where they may accidentally come in contact with another person, your clothes or foodstuffs. Store containers with used needles in secure areas where contact will be avoided. If disposal by salvage company pickup is not allowed in your area. If you feel you may have come in contact with any item that may be infectious, notify your supervisor. Wash the contaminated area immediately with soap and water and disinfect with chlorine bleach. Towelette preps in the first aid kit may be used to disinfect the hands. Wash thoroughly with clean water and soap before eating, drinking, smoking, or using the restroom. </div> <div style="flex: 1; border-left: 1px solid black; padding-left: 10px;"></div> </div>		
TEST		
QUESTION	ANSWERS	
	TRUE	FALSE
1 Review safe practice rules for applicable equipment (including rental equipment) and perform pre-operational checks.		
2 Under no circumstances should you pick up discarded hypodermic needles with your hands. Use a litter-picker or other device.		
3 Do not carry or store needles in the cab of your vehicle or anywhere where they may accidentally come in contact with another person, your clothes or foodstuffs.		
4 Needles can’t puncture leather gloves.		
5 Store containers with used needles in secure areas where contact will be avoided.		
EMPLOYEE’S NAME	EMPLOYEE’S SIGNATURE	
	DATE	
SUPERVISOR’S NAME	SUPERVISOR’S SIGNATURE	
	DATE	
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 10px;"> 1 T 2 T 3 T 4 F 5 T </div> <div style="flex-grow: 1;"></div> </div>		